

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF OCTOBER 19-23, 2009.

MONDAY, OCTOBER 19, 2009

* 3:00 p.m.	Housing Authority	Room 604—City Hall 100 N. Jefferson Street
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TUESDAY, OCTOBER 20, 2009

* 10:00 a.m.	Public Safety Committee	Room 200—Northern Bldg. 305 E. Walnut Street
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WEDNESDAY, OCTOBER 21, 2009

* 1:30 p.m.	Emergency Medical Services Council	Ashwaubenon Board Room 2155 Holmgren Way
* 7:00 p.m.	Board of Supervisors	Legislative Room 203 100 N. Jefferson Street

THURSDAY, OCTOBER 22, 2009

* 8:30 a.m.	Aging & Disability Resource Center Board of Directors	ADRC of Brown County 300 S. Adams Street
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FRIDAY, OCTOBER 23, 2009 (No Meetings)

***Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, October 19, 2009
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS: Darlene Hallet-Chair, Michael Welch-Vice Chair, Tom Diedrick, Paul Kendle, Rich Aicher

APPROVAL OF MINUTES:

1. Approval of the minutes from the September 21, 2009, meeting of the Brown County Housing Authority.

COMMUNICATIONS:

None.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program.
 - A. Preliminary Applications
 - B. Housing Assistance Payments
 - C. Housing Assistance Unit Count
 - D. Housing Quality Standard Inspection Compliance
 - E. Housing Choice Voucher Administrative Costs and HUD 52681B
 - F. SEMAP Monitoring Report
 - G. Report of the Housing Choice Voucher Family Self-Sufficiency Program.
 - H. Report on the Housing Choice Voucher Home Ownership Option.
3. Report on Langan Investigations Criminal Background Screening and Fraud Investigations.

OLD BUSINESS:

4. Finalization of the presentation of the Housing Choice Voucher Program for County Board of Supervisors at their October 21, 2009, meeting.

NEW BUSINESS:

5. Discussion and action on the Mutual Housing Association property consolidation with NeighborWorks® Green Bay on a request that the units covered by the Community Development Corporation's Project-Based Housing Choice Voucher Contract with the BCHA be added to the NeighborWorks® Green Bay/BCHA contract upon consolidation.

6. Discussion and action on 2010 payment standards.
7. Discussion and action on proposed Administrative Plan change for Chapter 12, page 23.
8. Discussion and action on proposed Administrative Plan change for Chapter 16, page 23.
9. Discussion on HUD's changes to FSS Program Coordinator funding and approval to submit to HUD a renewal application for 3 FSS Coordinator positions for 2010.
10. Discussion of ICS's intentions to release a Request for Proposal for HCV applicant screenings. ICS's current contract with Langan Investigations ends November 30, 2009.

BILLS:**FINANCIAL REPORT:****STAFF REPORT:**

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PUBLIC SAFETY COMMITTEE

Andy Nicholson Chair
Tom De Wane, Vice Chair
Bill Clancy, Carole Andrews, Andy Williams

PUBLIC SAFETY COMMITTEE

Tuesday, October 20, 2009

10:00 a.m.

**Room 200, Northern Building
305 E. Walnut Street**

***PLEASE BRING BUDGET BOOK* (COMBINED BUDGET & REGULAR MEETING)**

- I. Call meeting to order.
 - II. Approve/modify agenda.
 - III. Approve/modify minutes of October 7, 2009.
-
1. Review minutes & reports of:
 - a) Criminal Justice Coordinating Board (9/29/09).
 - b) FoxComm User Technical Committee Meeting Minutes (6/17/09).

Public Comments

****BUDGET REVIEW****

REVIEW OF 2009 DEPARTMENT BUDGETS

Circuit Courts/Clerk of Courts

2. Review of 2010 department budget.

District Attorney

3. Review of 2010 department budget.

Medical Examiner

4. Review of 2010 department budget.

Public Safety Communications

5. Review of 2010 department budget.

Sheriff

6. Review of 2010 department budget.

Regular Part of Meeting

Public Safety Communications

7. Review and Approve RFP for the Radio Consultant.
8. CAD Project Update.
9. Budget Adjustment Request (#09-92): Increase in expenses with offsetting increase in revenue (see attached for details).
10. Budget Adjustment Request (#09-93): Increase in expenses with offsetting increase in revenue (see attached for details).
11. Budget Adjustment Request (#09-94): Increase in expenses with offsetting increase in revenue (see attached for details).
12. Budget Adjustment Request (#09-95): Increase in expenses with offsetting increase in revenue (see attached for details).

Sheriff

13. Grant Application Review (#09-38): JAG Recovery Act – Drug Task Force Grant.
14. Review and Approve RFP for the Laundry Management Services.
15. Resolution re: Approving new or Deleted Positions During the 2010 Budget Process (Sheriff's Department).
16. Resolution re: Change in Table of Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration.)

District Attorney No agenda items

Circuit Courts No agenda items

Clerk of Courts No agenda items

Emergency Government No other agenda items.

Medical Examiner No agenda items.

Teen Court No agenda items.

Other

17. Audit of bills.
18. Such other matters as authorized by law.

Andy Nicholson, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

EMERGENCY MEDICAL SERVICES COUNCIL

Chair, Cmdr. Kris Ver Vaeren

“PUBLIC NOTICE OF MEETING”

Pursuant to Section 19.84, Wis. Stats., notice is hereby given to the public that a regular meeting of the Emergency Medical Services Council

Wednesday, October 21, 2009, 1:30 pm

**** Please Note Meeting Location ****

**Village of Ashwaubenon, Board Room
2155 Holmgren Way**

1. Call to order
2. Approve/Modify Agenda
3. Approve/ Modify Minutes of August 19, 2009
4. MCI plan Modification/Approval
5. H1N1 Concern
6. Medical Director's Report
7. Training and Standards Work Group
8. Statewide Committees and Task Force – Reports
9. Other Business
10. Public Comment and Such Other Matters as Authorized by Law
11. Next Meeting – December 16, 2009 1:30pm
12. Adjourn

Chair, Cmdr Kris Ver Vaeren

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GUY ZIMA, CHAIR

MARY SCRAY, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, October 21, 2009 @ 7:00p.m.**, in Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

**** PRESENTATIONS ****

Brown County Housing Authority

1. **Adoption of Agenda.**
2. **Comments from the Public regarding agenda items only.**
3. **Approval of minutes of September 16, 2009.**
4. **Announcements of Supervisors.**
5. **Communications: (None)**
 - a) **Late Communications:**
6. **Appointments by County Executive:**
 - a) Appointment of Gina Reinardy to Nicolet Federated Library Board.
7. **Reports by:**
 - a) County Executive.
 - b) Board Chairman.
8. **Other Reports:**
 - a) Treasurer's Financial Report for the months of June, July and August 2009.
9. **Standing Committee Reports:**
 - a) Report of Administration Committee of September 24, 2009.
 - b) Report of Education & Recreation Committee of August 20, 2009.
 - c) Report of Executive Committee of October 12, 2009.
 - d) Report of Human Services Committee of September 23, 2009.
 - e) Report of Planning, Development & Transportation Cmte of September 28, 2009.
 - i) Land Conservation Sub-Committee of September 28, 2009.

- f) Report of Public Safety Committee of October 7, 2009.

10. **Resolutions, Ordinances:**

Brown County Board of Supervisors Committee as a Whole

- a) Discussion and possible action re: Resolution Requesting Wisconsin's 8th Congressional District Delegation to Save Titledown's Postmark.

Administration / Executive Committee

- b) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Eaton for the Statewide Voter Registration System. *(Items(b) through (n) were approved at Admin & Executive Cmte)*
- c) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Holland for the Statewide Voter Registration System
- d) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Humboldt for the Statewide Voter Registration System
- e) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Lawrence for the Statewide Voter Registration System
- f) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Morrison and for the Statewide Voter Registration System
- g) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of New Denmark for the Statewide Voter Registration System
- h) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Pittsfield for the Statewide Voter Registration System.
- i) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Glenmore for the Statewide Voter Registration System.
- j) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Green Bay for the Statewide Voter Registration System.
- k) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Rockland for the Statewide Voter Registration System.
- l) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Wrightstown for the Statewide Voter Registration System.
- m) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Village of Denmark for the Statewide Voter Registration System.

- n) County Clerk - Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Village of Pulaski for the Statewide Voter Registration System.

Education & Recreation Committee / Executive Committee

- o) Ordinance re: To repeal and re-create Sec. 8.08 "Pets" of Chapter 8 of the Brown County Code entitled "Parks and Recreation Facilities."

Executive Committee

- p) Resolution re: Adopting a Policy Toward Customer Service. (*Motions made were to amend to say fiscal impact undetermined and to refer back to Attorney Mohr.*)
- q) Ordinance re: To Adopt Subsection (3)(e) of 2.03 of the Brown County Code Entitled Organization, Policy and Authority of the Brown County Board of Supervisors.
- r) Ordinance re: To Amend a Portion of Subsection (2) of Section 4.79 of the Brown County Code Entitled "Short Term Disability Leave."

Executive Committee / Planning, Development & Transportation Committee

- s) Resolution re: Highway Department Change to Table of Organization: Delete (1.0 FTE) Chief Blacksmith and Create 1.0 FTE 1st Mechanic. (*Motion at Executive and PD&T: To approve.*)

Planning, Development & Transportation Committee

- t) Ordinance re: Dealing with Revision of Speed Zone on County Highway A, Town of Scott.
- u) Resolution re: Opposing Proposed Amendments to Wisconsin Administrative Code Chapter NR115 Relating to Shoreland Zoning within the State of Wisconsin.

- 11. **Such other matters as authorized by law.**
- 12. **Bills over \$5,000 for period ending September 31, 2009.**
- 13. **Closing Roll Call.**
- 14. **Adjournment to Wednesday, November 9, 2009 at 9:00 a.m., Legislative Room #203, City Hall, 100 North Jefferson Street, Green Bay, Wisconsin.**

Submitted by:

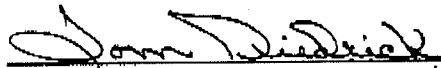
Guy Zima
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda.

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD OF DIRECTOR'S MEETING
THURSDAY, OCTOBER 22, 2009 AT 8:30 A.M.
ADRC OF BROWN COUNTY
300 S. ADAMS ST. GREEN BAY WI 54301**

Pledge of Allegiance

1. Adoption of Agenda.
2. Introductions.
3. Approval of the minutes of the regular meeting of September 24, 2009
4. Finance Report:
 - A. Approval of September finance report.
 - B. Approval of restricted funds.
5. Review and approval of policy and procedure for:
 - A. Complaint/Grievance.
 - B. Homebound meal distribution in housing units that provide meals.
6. Recommendation regarding new ADRC logo.
7. Discussion of ADRC agendas, orientation, and training.
8. Recommendation to establish advisory committees.
9. I&A Update.
10. Discussion of potential building remodeling project.
11. Legislative Update.
12. Director's Report.
13. Greater Wisconsin Agency on Aging Resources (GWAar) Network Notes.
14. Announcements.
15. Next meeting date – December 10, 2009.
16. Adjourn.


Tom Diedrick, Chairperson (as)
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

OCTOBER 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Ed & Rec 5:30pm 1	2	3
4	5	Comm. Treatment Center Open House 6-8 pm 6	Public Safety 5pm 7	8	9	10
11	Executive Cmte 6pm 12	Vets' Recognition 5:15pm 13	14	Administration Cmte 5:30pm (budget & reg) 15	16	17
18	19	Public Safety Cmte 10am (budget & reg) Homeless 3:30pm 20	EMS 1:30pm Board of Supervisors 7pm 21	Facility Master Plan 5:15pm- 22	23	24
25	Land Con 6pm Plan Develop & Trans 6:30pm (budget & reg) 26	Criminal Justice Coord Bd 3:30pm; Ed & Rec 5:00 pm (budget & reg) 27	Human Svc Cmte 5:30 pm (budget only) 28	29	30	 HALLOWEEN 31



NOVEMBER 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	Executive Cmte 6pm (budget & reg) 2	Vets' Recognition 5:15pm 3	4	5	6	7
8	Board of Supervisors 9am 9	10	 Veteran's Day 11	Facility Master Plan SubCmte 5:15pm 12	13	14
15	16	Homeless 3:30pm 17	Administration Cmte 5:30pm 18	19	20	21
22	Land Con 6pm Plan Develop & Trans 6:30pm 23	Criminal Justice Coord Bd 3:30pm 24	Human Svc Cmte 6pm (tentative) 25	 THANKSGIVING 26	27	28
29	30					

BROWN COUNTY COMMITTEE MINUTES

- **Children with Disabilities Education Board (September 22, 2009)**
- **Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee (September 30, 2009)**
- **Harbor Commission (September 14, 2009)**
- **Library Board (September 17, 2009)**

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on Tuesday, September 22, 2009

Present: J. Van Sistine, K Prast, B. Clancy

Excused: M Greenlaw, S. King

Also Present: B. Natelle, S. Goron, M Hillert, S. Keckhaver, A. Nizzia, J. Dempsey, M. Brick

1. Call to order: J. Van Sistine called the meeting to order at 4:00 p.m.
2. Action Item: Approval of August 25, 2009 Board Minutes: K. Prast moved to approve the minutes of the August 15, 2009 Board meeting with the following change i.e. the meeting was held on "Tuesday, August 25, 2009". B. Clancy seconded the motion. Motion carried.
3. Correspondence: None.
4. Action Item: Approval of Agenda: B. Clancy moved to approve the agenda as presented. K. Prast seconded the motion. Motion carried.
5. Action Item: Donations: Robinson Metal, Inc donated the materials, Paul Besson of Robinson Metal donated his time and talent to fabricate and Jim Birkholz secured the supplies and fabrication to build a custom large grill for the school.

James Dean of KML is donating his time and expertise to check the chemical levels of the school boilers.

The Brown County Sheriff Benevolent Association donated \$300 to the school.

Nancy Van Lanen organized and supplied prizes for the Dash for a Splash 5K run for Hopp.

Mark and Becky Schmechel donated a rolling stair trainer to the OT/PT Department.

Randy and Sandy Soletski donated \$500 in the name of the Steve Crispigna Family.

Bill and Heather Trost donated \$100 of art supplies to Jennifer Morrissey's classroom.

Brenda Spaude of Forty-Four donated 2 boxes of paper, stencils, colored tag board and a bag of craft feathers to the school.

Georgia Pacific donated numerous cases of paper towels/tissue valued at \$504 to the school.

The Francois Family donated a digital camera and case to the Early Childhood classroom.

Curves for Women donated a basket of Curves coupons, pencils and pens.

The Meunier Family donated a backpack to the school.

Richard and Michelle Kerkhoff donated a Crocodile Walker with a sling seat to the PT Department.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

Brad & Janet Champion donated a squeeze machine to Jeannine Dempsey's classroom.

William and Janice Steinhorst donated \$2,150 in memory of Bernard Ronk to the Pool Fund.

Peter and Earlene Ronk donated \$2,150 in memory of Bernard Ronk to the Pool Fund.

M.L. McKellar donated \$20 to the Syble Hopp Parent Organization Golf Outing.

Sean Moran donated \$100 to the Syble Hopp Parent Organization Golf Outing.

An anonymous donation of \$10 was made to the Syble Hopp Parent Organization Golf Outing.

Kohls Department Store, Kohls Cares for Kids, donated \$1,000 to Rob Morris' classroom.

Lori Dallaire donated \$26.87 to Rob Morris' classroom.

Fox Communities Credit Union donated \$100 as a sponsor for the Dash for a Splash.

Ryan and Holly Rottier donated \$100 to the Pool Fund.

Paul Hasseler donated 10 notebooks and 2 packs of filler paper for school use.

Independent Mobility Plus, Inc donated two Junior Rolling Walkers to the PT Department.

Dave and Kathy Parolini donated books valued at \$20 to the school.

An anonymous donation of \$124 was received to purchase a transport chair for the PT Department.

PLS Loan Store donated 6 backpacks with assorted school supplies.

B. Clancy moved to accept these generous donations. K. Prast seconded the motion. Motion carried.

6. Action Item: Financial Report: S. Keckhaver reported that the auditors were in today to complete the final process in the audit for the 2008-09 school year. The auditor should be ready to submit to the Board within the next few months. K. Prast moved to accept and place on file the financial report ending August 31, 2009. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

7. Administrators Report:

- a. B. Natelle introduced A. Nizzia to the Board. Mrs. Nizzia has been offered the Principal position that will replace Mr. Hillert upon his resignation back into retirement next school year. Mrs. Nizzia will work one day per week during this school year with the office staff to ensure a smooth transition. The Board welcomed Mrs. Nizzia.
- b. J. Dempsey shared a slide presentation of Lions Camp 2009 with the many activities that the Hopp students experience during the week. Mrs. Dempsey thanked the Board for their continued support of this camping experience.
- c. J. Skenadore updated the Board about the pool. Mr. Skenadore reported that the drains need to be changed due to the Virginia Greamer-Baker Act. Splash Custom Pools completed the required inspection and reported to the State that our pool drain is at 9.5 inches below the drain and it is required to be at 12.5 inches below the drain. The State notified Syble Hopp that we need to add an anti-vortex device to the drain. Splash Custom Pools indicated that to add the anti-vortex device the pool will need to be drained of all water. Harold Vastag, our volunteer project coordinator, is checking into if this work can be completed without draining the pool.
- d. M. Hillert reported that 40 High School students and staff went to Trees for Tomorrow from September 13th through September 16th. Private donations help to defray the costs related to this event. The children and staff involved then had September 17th and 18th off as exchange days.
- e. M. Hillert reported that Friday, September 11th was red white and blue day in recognition of National Anthem Day on September 12th. The children sang the National Anthem. This song is sung daily immediately following the Pledge of Allegiance during morning activities.
- f. B. Natelle reported the children attended the Isaac Walton League fishing event on September 15th. It was a catch and release day. Primary, Intermediate students attended. Preble High School students volunteered their time to help.
- g. S. Goron updated the Board on the integrated CD and ECE programs since the start of the school year. All programs have had a smooth start to the year.
- h. M. Brick reported that the Green Bay Transit has started its new route. The city bus stop is in front of the school and many classes are making use of this new route to go out into the community.
- i. B. Natelle reported that the annual Barbeque at Syble Hopp will be held on Tuesday, October 6th. Everyone is welcome to attend.

B. Clancy moved to accept the Administrators Report. K. Prast seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

8. Action Item Payment of Bills: S. Keckhaver reported that the new dishwasher for the kitchen has been installed and is included in this month bills. The dishwasher, electrical and plumbing came in under the budgeted amount. B. Clancy moved to pay the bills totaling \$32,185.96 for the General Fund and \$43,053.57 for the Pool Fund ending August 31, 2009. K. Prast seconded the motion. Motion carried.
9. Action Item: Preliminary approval of Revenues and setting the Levy for 2009-10: Tabled.
10. Executive Session: The Board will move to Executive Session as allowed by WI. Stats 19.85 (1)(c)(f)(e) to discuss personnel staff and labor contract negotiations status with BCSEA. K. Prast moved to go into Executive Session as allowed by WI. Stats 19.85 (1)(c)(f)(e) to discuss personnel staff and labor contract negotiations status with BCSEA. B. Clancy seconded the motion. Motion carried.
11. Action item: Ratification of the 2009-2011 Master Agreement with the BCSEA. K. Prast moved to ratify the 2009-2011 Master Agreement with the BCSEA. B. Clancy seconded the motion. Motion carried.
12. Action Item: Staff request: B. Clancy moved to approve the staff request. K. Prast seconded the motion. Motion carried.
13. Adjournment: K. Prast moved to adjourn the meeting at 4:50 p.m. B. Clancy seconded the motion. Motion carried.

(DRAFT) MINUTES
LOWER FOX RIVER AND GREEN BAY SHORELINE WATERFRONT
REDEVELOPMENT STEERING COMMITTEE MEETING
Brown County Planning Commission
Wednesday, September 30, 2009
Room 200
Brown County Northern Building 2nd Floor
305 E. Walnut St.
Green Bay, Wisconsin
3:00 p.m.

Committee Members

Paul Blindauer	X	Derek Lord	X
Penny Dart	X	Neil McKloskey	X
Cheryl Detrick	Exc	Jeff Mirkes	X
Kristen Dufresne	X	Fred Monique	X
Dean Haen	Exc	Ken Pabich	X
Carol Karls	X	Charles Pelky	
Rick Koffler		Michael Telzrow	X
Steve Kubacki	Exc	Aaron Schuette	X
Chuck Lamine	X	Rob Strong	X
Rick Ledvina	X	Mark Walter	X

OTHERS PRESENT: Nic Sparacio

ORDER OF BUSINESS

1. Introductions.

C. Lamine welcomed the committee members in attendance and thanked them for volunteering their time on this project. C. Lamine requested that committee members and others in attendance introduce themselves and their affiliation, if any:

Those in attendance included:

- Paul Blindauer, Brown County Planning Commission Board of Directors Vice-President and AECOM Wisconsin District Manager, Midwest
- Penny Dart, Allouez Village Trustee
- Kristen Dufresne, Wisconsin Department of Natural Resources
- Carol Karls, Wisconsin Public Service Economic Development Manager
- Chuck Lamine, Brown County Planning Commission Director
- Rick Ledvina, Brown County Facilities and Park Management Park Manager
- Derek Lord, City of Green Bay Economic Development Director
- Neil McKloskey, Brown County Harbor Commission Chairman
- Jeff Mirkes, Downtown Green Bay, Inc. Executive Director
- Fred Monique, ADVANCE Vice President of Economic Development
- Ken Pabich, City of De Pere Director of Planning and Economic Development
- Michael Telzrow, National Railroad Museum Executive Director

- Aaron Schuette, Brown County Planning Commission Senior Planner
- Rob Strong, City of Green Bay Planning Director
- Nic Sparacio, City of Green Bay Planner
- Mark Walter, Bay-Lake Regional Planning Commission Executive Director

2. Discussion regarding Steering Committee:

A Schuette provided a brief presentation detailing plan background information, steering committee role, timeline, and milestones. Key points included:

- Plan needs to balance economic development, environmental sustainability, and cultural opportunities.
- The identified study area is flexible and allows for the inclusion of areas outside of the study area, but are still related, such as the East River Trail.
- The plan will review existing local plans and identify any areas where there may be conflicts between or among local plans.
- Coordination with port activities will be critical for any plan recommendations.
- The steering committee should focus on the entire waterfront from De Pere to the Green Bay shoreline, while also lending their expertise on their particular areas.
- BCPC staff will interview committee-identified stakeholders who have an interest in waterfront redevelopment.
- The goal is to have the plan completed by June 30, 2010.

3. Review draft scope of planning process.

A Schuette asked if anyone on the committee had any questions or comments regarding the draft scope, which will form the general outline of the plan. There were no immediate comments. A. Schuette requested committee members to contact him if there were any comments after the meeting.

4. Roundtable discussion and identification of issues/opportunities for consideration and further study.

A. Schuette asked the committee members to identify issues and/or opportunities that should be addressed within the plan.

A listing of the identified issues/opportunities follows:

- Evaluate existing land uses for future (i.e. coal piles).
- Identify how we link the various cultural opportunities along the river (National Railroad Museum, Neville Museum, St. Norbert, etc.).
- Promote safety on the Fox River Trail through the provision of phones.
- Try to connect both sides of the river through various redevelopment properties.
- Encourage a change in perception of the Fox River following completion of PCB remediation.
- Identify the needs/benefits of an intermodal facility location (rail, truck, ship). Review UWGB study when complete.
- Identify a potential west side trail and bike/pedestrian crossing of the river somewhere between De Pere and Mason Street.

- Develop a way-finding system of signage to direct tourists to various attractions.
- Is there a better use for the Brown County Fairgrounds lands?
- Identify linkages along river and to attractions outside of study area.
- Increase water-based activities.
- Improve/redevelop underutilized properties.
- Identify potential resources to implement recommendations.
- Plan for climate change and higher water levels along river and bay shore.
- Identify an East River Trail connection to Fox River Trail and business corridors.
- Position the area to make it attractive to other watercraft from other Great Lakes ports.
- Is there the potential for a large campground for recreational vehicles to capture additional tourist dollars? (Note: RV and tent camping is available at the Brown County Fairgrounds).
- Increase density of development on riverfront properties to maximize the usage of a limited resource.
- Make progress (implement) existing long-term plans.
- Enhance marketing of the river and bay shore as part of the area as a whole.
- Make sure the Fox River Trail is maintained. How do we ensure funds are available for maintenance?
- Prevent shoreline erosion and repair dockwalls.
- Make river/bay shore areas more accessible and user friendly.
- Utilize various means to disguise sheet piling to make the shoreline more attractive.
- Promote a consistency of good design along the waterfront.
- Perform an inventory of existing studies.
- Encourage brownfield redevelopment with the resources that already exist in the community (Green Bay and Brown County EPA brownfield assessment grants).
- Are there opportunities for winter month activities along the waterfront?
- Ensure the plan makes us more prepared to act when opportunities present themselves (Schneider National on Broadway, Green Bay Bullfrogs stadium on Broadway/W. Mason Street).
- Make sure the port and harbor activities continue and are not negatively impacted by redevelopment.
- Coordinate trail development to account for homeland security concerns at port and large businesses.
- Encourage recreational cruise ships to make Green Bay a port of call.
- Consider ways to make port properties more aesthetically pleasing.
- Develop a connection between the Mountain-Bay and Fox River Trail through Green Bay's west side.
- Determine a way for year-round use of the trails.
- Market the recreational fishing opportunities available in the bay and river.
- Identify ways to increase the efficiency of the port through rearranging land uses.

- Can we bring recreational yachts from Door County to Green Bay rather than vice-versa?
- Is it possible to move the Yacht Club from the mouth of the river closer to downtown Green Bay?
- How much potential is there to reclaim the beach at Bay Beach for swimming?
- Beyond PCB removal, make the river water quality more aesthetically pleasing.
- Restore natural habitats along the river and bay shore.
- Encourage residents to take ownership of the river.
- Is there a way to utilize Natural Resources Damage Assessment (NRDA) funds to implement planning efforts along the Fox River and/or lower bay shore?
- Utilize Wisconsin Coastal Management (WCMP) and Great Lakes Restoration Initiative funds to assist in implementing planning goals.
- Plan should prioritize implementation efforts.

5. Adjourn.

The next meeting will be held at 3:00 p.m. on November 11, 2009, at the National Railroad Museum, 2285 S. Broadway, Ashwaubenon. The meeting adjourned at 4:30 p.m.

PORT AND SOLID WASTE DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

Approved:

9.14.2009

CHARLES J. LARSCHIED

PORT AND SOLID WASTE DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on Monday, **SEPTEMBER 14, 2009**, 11:30AM
at Holiday Inn – City Centre, Green Bay, WI.

The meeting was officially called to order by President McKloskey at 11:30AM.

1) Roll Call:

Present: President Neil McKloskey
Commissioner John Gower (arrived at 11:45am)
Commissioner Ron Antonneau
Commissioner Craig Dickman
Commissioner Hank Wallace
Commissioner Bill Martens
Commissioner John Hanitz

Excused: Commissioner Bernie Erickson
Vice-President Tom Van Drasek

Also Present: Dean Haen, Brown County Port & Solid Waste
Tony Walter, Green Bay Press-Gazette
Aaron Schuette, Brown County Planning
Kristen Paquet, Leonard & Finco

2) Approval/Modification – Meeting Agenda

A motion to approve the meeting agenda was made by Ron Antonneau and seconded by Hank Wallace. Unanimously approved.

3) Approval/Modification – July 20, 2009 Meeting Minutes

A motion to approve the minutes of the July 20, 2009 meeting was made by Ron Antonneau and seconded by Bill Martens. Unanimously approved.

4) Trail Easement – Request for Approval

The Commission requested additional information before making a decision on the City of Green Bay's request for a trail easement along the Bay Port CDF property. The Commission asked for: 1) an update on the current status of Renard Island with regards to the City of Green Bay; 2) cost estimates for a boardwalk should an easement not be granted by Brown County; 3) finalization of any other outstanding issues with the City; 4) viability of obtaining any financial compensation from the City; and 5) willingness of the City of Green Bay to work cooperatively with Brown County including a 50/50 split of any cost savings.

A motion to table the City of Green Bay's request for a trail easement at the Bay Port property pending further review was made by Ron Antonneau and seconded by Craig Dickman. The request will be brought back to the Commission at the December 14, 2009 meeting. Also the City of Green Bay is be notified that the matter has been tabled for three months pending the outcome of the above-stated issues. Unanimously approved

5) Budget Transfers – Request for Approval

The New World Financial System being implemented by Brown County was explained to the Commission. The new system documents both the expenses and revenues and has "ceilings" on the funds/accounts. Once in place, the system is expected to provide better tracking and management of department budgets. Under this new system, until a budget transfer is approve, some accounts are frozen and bills cannot be paid because the "ceilings" in those accounts have been met. The budget transfer request adjustments are for: webcam (Homeland Security Grant); additional tipping fee revenue; legal fee reimbursement; aerial photographs of Port; H₂O membership; Bylsby delineation work, rental income & expenses; Renard Island engineering, legal fees & professional services; income from 217 activities; extended work season of six weeks at Bay Port which resulted in additional operational costs. The budget transfers have been approved by Planning, Development & Transportation. An annual review of the budget and performance will be available year-end.

A motion to approve the budget transfers was made by Ron Antonneau and seconded by Hank Wallace. Unanimously approved.

6) Harbor Fee & Terminal Operator Meeting Results – Request for Approval

A meeting to set policy for use of Harbor Fee funds was held recently. Only two of the thirteen terminal operators attended along with representatives from Leonard & Finco who provided an update on the Strategic Communication Plan as well as future plans. It was agreed to allocate \$30,000 year one and \$35,000 each of the next 2 years for the Strategic Communication Plan with all remaining funds to be used for Brown County's share of the Cat Island project. Brown County needs to secure Cat Isle funding before a cooperative project agreement can be signed. The amount of Brown County's contribution is dependant on the State's Harbor Assistance Program grant. If awarded, this would be an 80%/20% cost share (NRDA funds of \$800,000, Harbor Fee funds of \$450,000 and the balance from harbor dredging (\$500,000) to obtain the \$1.7M local share contribution needed). If Brown County can meet the financial obligation of the entire \$34M project then all options will be covered should the project be done in increments. The U.S. Army Corps of Engineers (USACE) has requested \$9M from the Great Lakes Restoration Initiative through the Environmental Protection Agency (EPA) for work on the spine and first island of the Cat Island chain. The USACE has an anticipated start date of 2012, however work may begin sooner depending on whether the grant is received. A summary of the meeting was sent to all Terminal Operators.

A motion was made by Hank Wallace and seconded by Ron Antonneau to approve allocating all Harbor Fee funds as part of the financial contribution as required on the restoration project of the Cat Island Chain, with the exception of up to \$35,000 annually being used for the Strategic Communication Plan. Unanimously approved.

7) Strategic Plan Subcommittee - Update

The Strategic Plan Subcommittee to date has finalized the Mission Statement and Vision of the Strategic Plan. It is still anticipated that the Plan will be complete by year end. A draft copy of the Plan was distributed at the meeting. The next meeting is scheduled for

September 28, 2009, 11am at the Brown County Materials Recycling Facility. Any feedback, suggestions or comments from the commissioners is welcome.

8) Great Lakes Restoration Initiative - Update

The USACE submitted a \$9M request with the U.S. Environmental Protection Agency (EPA) to build the spine and the first island on the Cat Island project. Unfortunately the EPA does not have any authority to disseminate money so they give it to other Federal agencies to disseminate. If the USACE receives the money Brown County is still responsible for meeting the local cost-share of 35%. Brown County's initial match requirement for the Great Lakes Restoration initiative for Cat Island would be 25% or \$3M which would be less than the cost share required by the State. The Commission discussed whether the Cat Islands would be suitable for human use, similar to those discussed for Renard Island. This might be a possible revenue source for Brown County in the future although it was noted that no physical structures could be put on the islands. The total acreage of the three islands is approximately 272 acres.

9) Brown County Planning Dept. Waterfront Redevelopment Plan - Update

The Brown County Planning Department began working on a waterfront plan several years ago but it was subsequently put on hold. The Planning Department will begin work again on the redevelopment plan as a contract and funding have been received. The plan will encompass the area from the mouth of the river all the way up river to the St. Norbert College area. The plan will address what can be done, what plans are out there now, and the coordination of plans. The plan consists of three components: 1) economic development, 2) environmental sustainability, and 3) cultural or social aspects. The Plan strives for a balance among those three components but hopes to capitalize on the Port of Green Bay as an urban theatre. Noted was Brown County's vested interest in what happens along the river. A kickoff meeting is tentatively scheduled for September 30th. Upon completion and approval the Waterfront Redevelopment Plan will be an amendment to the Brown County Comprehensive Plan. The Commission will be kept apprised of progress.

10) Fox River Clean-up - Update

Since a meeting in July, the EPA and WDNR seem unwilling to continue discussions with Brown County on navigational and environmental dredging issues. Decisions on dredging are being made based on data collected in 2004 which is irrelevant since additional dredging has taken place every year since 2004. Dredging is being allowed at the mouth of the river, however dredging at the East River turning basin and Fort Howard turning basin are still areas of contention. Since completion of the Fox River Clean-up Project is not anticipated until 2016, this will most likely continue to be an ongoing issue. Although the Port of Green Bay has USACE authorization to dredge, the U.S. Department of Justice has final authority.

After further discussion on the navigational channel, turning basins and dredging, the Commission directed staff to send a certified letter to the EPA and WDNR to make them aware that these issues discussed by the Harbor Commission. The Commission would like it known that there is great concern about the impact that the lack of action has on the economic viability of the Port especially during these difficult economic times. If a response is not received within 30 days, the Commission is prepared to take more aggressive and more formal action to drive towards some sort of resolution or increase focus on these issues. The Commission suggested inviting representatives from the EPA and WDNR to the next Harbor Commission meeting.

11) Director's Report

- *Ballast Water*

Rep. Molepski introduced Bill 360 to regulate ballast water in the state. The WDNR is also working on administrative rules for ballast water. After 8 years, the USCG has come out with a draft rule to regulate ballast water on a national level and is out for public comment for 90 days. It is imperative that the proposed Bill 360 be set aside and that the WDNR halt their progress on a State ballast water rule. Having a separate State ballast water rule different from the USCG will only hurt Wisconsin businesses. Rep. Soletski was a cosigner of Bill 360. The Commission suggested Rep. Nelsen and Rep. Soletski be asked to request removal of Bill 360 in support of a national ruling by the USCG.

- *EPA Air Emission Rules*

The EPA air emission rule (which is preliminary at this time) would prevent ships from burning bunker fuel which is a higher sulfur diesel base. Concern among the Great Lakes industry is that 15 vessels currently in service on the Great Lakes would have to be scrapped since they would be unable to convert them by 2015. Bay Ship received two (2) grants and will be converting some ships during the coming year. It is possible the 15 vessels unable to be converted might be grandfathered till they are out of useful life.

- *WCPA Annual Meeting*

The 2009 Annual Wisconsin Commercial Ports Association meeting was held recently in Sturgeon Bay and was well attended and informative.

- *AGLP Meeting*

The American Great Lakes Ports meeting held in Indianapolis, Indiana was attended by the Port Manager Haen and dealt with Great Lakes-wide issues.

12) Audit of Bills – Request for Approval

A motion to approve the bills was made by Bill Martens and seconded by Ron Antonneau. Unanimously approved.

13) Tonnage Report

Tonnage is down 22% compared to last year at this time. Most of the salt has been delivered for the year.

14) Such Other Matters as are Authorized by Law

No other matters to discuss.

15) Adjourn

A motion to adjourn was made by Craig Dickman and seconded John Hanitz. Unanimously approved. Meeting adjourned at 1:00pm.

Neil McKloskey, President
Harbor Commission

Charles Larscheid, Director
Port & Solid Waste Department

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on September 17, 2009 at 6:00 p.m. in the Meeting Room of the Brown County Kress Family Branch Library, 333 N. Broadway, De Pere, WI

PRESENT: TERRY WATERMOLEN, DENISE BELLMORE, CARLA BUBOLTZ, PAUL KEGEL, KIM LA PLANTE, KATHY PLETCHER, TONY THEISEN

EXCUSED: JOHN HICKEY

ALSO PRESENT: LYNN STAINBROOK, MARY RYAN, LORI DENAULT, SUE LAGERMAN, BOB ROCQUE (staff); County Executive TOM HINZ; Senator ROB COWLES; Senator DAVE HANSEN; County Board Supervisor JACK KRUEGER; SANDRA HEINZL (President, Friends of the Brown County Library); BILL DOWELL and NATE CURELL (Brown County Facilities); DAVE SACHS, ERIC BAUMAN, ERIC SIEBERS (Boldt Engineering)

President Terry Watermolen called the meeting to order at 6:00 p.m.

APPROVAL/MODIFY AGENDA

There were no modifications to the agenda. Motion by Kegel, seconded by Pletcher, to approve the agenda. Motion carried.

MINUTES, BILLS AND COMMUNICATIONS

There being no changes or modifications, the August 20, 2009 meeting minutes stand approved.

Lori Denault reported that the bills did not contain any out of the ordinary expenses.

The library received a letter from Mr. Jim Laws thanking staff for their effort and going above and beyond the call of duty in assisting him in his research.

OPEN FORUM FOR THE PUBLIC

Clare Kindt, Supervisor of the Kress Family Branch Library gave a brief update of the branch. Kress is in its 6th year and has seen a lot of growth in circulation and program attendance. The gardens are maintained by the Brown County Community Women's Club and the Ladybug Garden Club just decorated the foyer using a Packers and pumpkins theme.

BOLDT ENGINEERING ASSESSMENT OF THE CENTRAL LIBRARY PRESENTATION

David Sachs (Vice-president, Design Services), Eric Bauman (Project Architect) and Eric Siebers (Electrical Specialist) from Boldt Engineering presented on their findings from the assessment conducted on the Central Library. It is their opinion that a wide range of issues exist with the facility. Some are major while others are moderate and some are minor. A point scoring system, with an overall score of 1000 points possible, was used to assess the building's HVAC, electrical and plumbing systems; the building envelope, life safety and handicap accessibility compliance. The Central Library received an overall rating of 59% which places it in the **poor condition** category. The same scoring system will be used on the assessments on the other 4 libraries which will provide a valuable comparison tool.

Sachs complimented the library on the cleanliness, recordkeeping and structural integrity of the building which is a compliment to Bob Rocque and his staff. But being 40 years old, the building does not meet many current-day building codes. Urgent concerns are with the main circuit breaker that needs to be replaced and emergency lighting; the aged skylights that cause significant energy loss; walls with little or no insulation; the elevators that are too small and are using old technology; the HVAC system issues of blockages, poor operation, poor insulation and a non-functional humidification system.

Short-term planning (1-5 years) could include addressing the HVAC, electrical and building issues while long-term planning (20 years) would include a major overhaul and would be a significant project. Sachs said, concerning the building, there is a lot to work with when talking about renovation or expansion. The building itself is structurally positive.

It is recommended that immediate action be taken on the skylights, the main circuit breaker and ADA improvements for the public's sake. Some issues and deficiencies are grandfathered in and would only need to be addressed if an expansion or renovation were to take place.

Paul Kegel asked about the advantage of returning the HVAC to its original specs versus a new system. This re-commissioning would just be a short-term solution until it could be updated, providing some economical benefit. Senator Hansen asked if the skylights were a priority. It is agreed they are a high priority that could be remedied relatively easily with modern, insulated skylights. Tony Theisen asked why a building would be constructed without insulation in its walls. In the 1970's, when the Central Library was built, energy costs were low and it was not an uncommon practice. Further energy savings would be seen with appliance changes. A separate energy audit that is being conducted by General Energy Corp. will address these issues specifically. Terry Watermolen asked if the elevators alone could be brought to code and they can be. The shaft and pit would not have to be enlarged. The cars would have to be replaced as there is room for larger models. A major remodel would trigger ADA compliance but ductwork alone would not. Tom Hinz questioned if the emergency lighting passed fire inspection. Bob Rocque replied that it had but it had not been checked at night. Nate Curell suggested that installing solar film on the windows would improve the "R" value which would be an improvement with a payback of about 9 years but does not address the window frames.

Boldt took the Space Needs Analysis into consideration when conducting their assessment. The critical needs have to be addressed before the space needs but the two analyses work in tandem and cost-savings will be realized if both projects are done together. Terry Watermolen stated that the Board is in the information gathering stage and it will take some time to determine how to move forward. A key factor will be the payback period for the aforementioned projects.

WPS/NWTC STUDENT PRESENTATION: RENEWABLE ENERGY RPROJECT at the KRESS FAMILY LIBRARY

Chip Bircher from WPS and representing SEEDs, De Pere's community sustainability group, together with Mike Troje, an instructor from NWTC and Jeff Hetzler, a NWTC student, presented their proposal that would install a solar-electric system using photovoltaic (PV) panels on the Kress Library. NWTC, Bob Rocque and SEEDs representatives assessed the site to determine array position, estimate solar-electric production, determine current electrical charge, estimate costs and evaluate incentive options. Depending on which system was selected, the library could see energy savings between \$333 and \$2160 per year. Summaries of the system options were presented as well as grant opportunities for funding. Another aspect of this project would include an education system installation. The library could become a center for learning demonstrating the efficiencies of solar-electricity to the community. Adding a PV system would also offset a portion of the library's electrical needs. Discussion took place about system options, payback, fundraising, grant opportunities, maintenance and the likelihood of returning unused energy. The Board agreed there is an interest and excitement about this as an educational opportunity, an opportunity for the library to generate its own energy and for the library to be a role model in a renewable energy project.

FACILITIES REPORT

Bob Rocque reported that the eaves were painted at the Ashwaubenon Branch; the air inefficiencies the East Branch has been experiencing have been resolved and the energy audit draft report was received. Lynn mentioned that a project to increase delivery receiving space in the Technical Services Department at the Central Library would entail taking out a modular wall and replacing ceiling and lights. A report on the Energy Audit will be given at the October board meeting.

SELECT NEW INTEGRATED LIBRARY SYSTEM

Lynn distributed an updated quote from Innovative and a refined Sirsi/Dynix quote and reminded the Board that staff had previously reviewed both products. Advantages of selecting Sirsi/Dynix include that since this is an upgrade, an RFP would not be necessary; and all our current peripherals (cash drawers, automated telephone notification system and renewals, and self-check machines) work with this product. Carla Buboltz commented that staff input and opinion was important making this decision. **Motion** by La Plante, seconded by Pletcher, to authorize the Director to begin negotiations with Sirsi/Dynix. **Motion carried.** Terry Watermolen asked that Lynn come back to the Board with a recommended contract.

ADOPT BROWN COUNTY LIBRARY COMMUNITY SUSTAINABILITY PLAN

Lynn and Bob have been attending regular meetings. The Library's plan is a segment of the county's overall plan. **Motion** by Theisen, seconded by Buboltz, to adopt the Library Community Sustainability Plan. **Motion carried.**

CENTRAL LIBRARY- ARCHITECT SELECTION RFQ/RFP

Lynn reported that initially, there was an urgency to complete this RFQ/RFP so if federal stimulus money was received, the library would be ready to act. That urgency has since waned. County funds have been bonded in 2009 and remaining funds could be used to address some of the issues defined by the Boldt assessment or finish the floor plan and pre-design of the Central Library. Bill Dowell commented that using the money for the pre-design was justified and suggested going through the RFP process and bringing it the County Board. Terry mentioned that the engineering assessment and

the almost complete energy audit should provide enough architectural information to do a pre-design. **Motion** by Buboltz, seconded by Theisen for Lynn to have an RFP for pre-design ready for presentation at the October meeting. **Motion carried.**

APPROVE CHANGE IN LIBRARY TABLE OF ORGANIZATION

Motion by Kegel, seconded by LaPlante to approve the Notice of Change in Library Table of Organization as follows:

LIBRARY
NOTICE OF CHANGE IN TABLE OF ORGANIZATION

WHEREAS, the Brown County Library Board resolved at its September 19, 2008 meeting that eleven (11) positions which were included in the bargaining unit of the Brown County Library Professionals Local 1901B, AFL-CIO were supervisory positions and not appropriately classified and the County determined an effective date of January 1, 2009, for the reclassification of the positions; and

WHEREAS, a unit clarification was filed by the above-named union and a settlement was reached determining that five (5) positions were not appropriately classified and should be reclassified to non-represented Library Supervisors as follows:

TITLE	POSITION	LOCATION
Librarian III	Technical Services Supervisor	Central
Librarian III	Branch Supervisor	Weyers-Hilliard
Librarian III	Branch Supervisor	Kress
Librarian III	Branch Supervisor	East
Librarian III	Central Library Supervisor	Central

WHEREAS, the five (5) Library Supervisors will work a minimum of 40 hours a week, as all other administrative employees are expected to work, and will be placed in the Brown County Classification and Compensation Plan at Grade 17, Step 5.

WHEREAS, the Brown County Library and the Human Resources Department completed a review of the structure of the library system needs and recommended to the Brown County Library Board the reclassification of one (1) Librarian III at the Central Library to a Librarian I position because of a reduction of duties with the new structure to more efficiently deliver library services to meet the needs of the community;

WHEREAS, the financial impact of the restructuring is as follows:

	Salary	Fringe	Total
OLD STRUCTURE			
6 Librarian III @ 37.5 hrs/wk	(\$308,856)	(\$157,702)	(\$466,558)
NEW STRUCTURE			
5 Library Supervisors @40+ hrs/wk	\$273,100	\$139,444	\$412,544
1 Librarian I @37.5 hrs/wk	41,884	21,386	63,270
Total Net Impact	\$6,128	\$3,128	\$9,256

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Board of Supervisors is hereby notified of the reclassification of five (5) Librarian III positions to Library Supervisors and the reclassification of one (1) Librarian III to Librarian I position.

Respectfully submitted,

BROWN COUNTY LIBRARY BOARD

Motion carried.

ACCOUNTANT'S REPORT

- a. **Financial Report** A financial report for July was presented by Lori Denault. The August report was not available. Motion by Kegel, seconded by Pletcher to approve the August, 2009 financial report. Motion carried.
- b. **Acceptance of Gifts Grants and Donations** Motion by Kegel, seconded by Pletcher, to approve the August, 2009 Gifts, Grants and Donations as follows:

August 2009 Gifts & Donations

Celebrate Committee Inc.	500.00	Kress children's materials
Friends of Brown County Library	500.00	Teen programming
Friends of Brown County Library	1,418.55	Supplies & furnishings
Ashwaubenon	31.20	Donation Box
Bookmobile	9.51	Donation Box
East	39.97	Donation Box
Weyers/Hilliard	53.08	Donation Box
Central Circulation	47.21	Donation Box
Kress	30.75	Donation Box
Adult Services	15.30	Donation Box
Pulaski	12.22	Donation Box
Southwest	18.95	Donation Box
Wrightstown	9.05	Donation Box
Total Donations	\$ 2,685.79	

Federal & State Grants

\$ 0.00

Total Grants

\$ 0.00

Motion carried.

NICOLET FEDERATED LIBRARY SYSTEM

Monthly Update Denise Bellmore attended the Executive meeting and reported that the restricted and unrestricted account balances would be spent on purchasing laptops for each member library for in-library use; capital projects; balancing the budget; and automation expenses. Mark is also investigating reallocating the \$75,000 LSTA funds to Inn-Reach – a multi-library linking system. The Library Board would like to request that BCL receive automation funds equal to the amount that is allocated the other member libraries. Terry complimented the Brown County representation on the NFLS Board for work well-done.

INFORMATION SERVICES REPORT ON SERVICES RECEIVED

Lynn reported that PC Reservation and print management was installed and feedback had been positive; staff is working on credit/debit card settlement; wireless printing is waiting to be tested before installation; (2) laptops that the Friends of BCL purchased have been ordered; NFLS is going to provide training for web site design using Drupal; and Mary Ryan will serve as the library's-VOIP (Voice Over Internet Protocol) project manager.

PRESIDENT'S REPORT

Terry reported that he accepted a resignation from Paul Schierl and wanted to express his extreme appreciation for Paul's insights, excellent opinions and contributions during his time on the Library Board.

DIRECTOR'S REPORT

- a. **Collection Management and Selection** A copy of the library's Collection Development Policy was distributed. It explains the criteria and sources used for selecting materials for the library's collection. Lynn commented that the library could benefit from a collection development plan but staff time necessary to write a plan is lacking.
- b. **Plan for increasing use of self-checks** A plan for increasing self-service was distributed. Lynn mentioned that several items listed are already in the works. Terry reiterated the library's commitment to using automation to improve efficiency. Lynn mentioned that Lori Denault is attending the LEAN training provided by the county.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

None.

ADJOURNMENT

Motion by Theisen, seconded by Pletcher, to adjourn the meeting. Motion carried.
The meeting adjourned at 9:35 p.m.

NEXT REGULAR MEETING

October 15, 2009
Central Library
6:00 p.m.

Respectfully submitted,
John Hickey, Secretary
Sue Lagerman, Recording Secretary